



**COURSE TITLE/SECTION:** Class Number and name (section number and mode of instruction)

**TIME:** Class time and days

**LOCATION:** Building and room #

**FACULTY:** Instructor's name

**OFFICE HOURS:** time and days and by appointment  
Building and room #

**E-mail:** e-mailaddress@uh.edu

**Phone:** (713) 743-####

**FAX:** (713) 743-3589

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- I. **Course:** Class Number and name, i.e., Phys 1321 University Physics I
  - A. **Catalog Description:** Copy and paste from UH Catalog
  - B. **Prerequisites:** Copy and paste from UH Catalog
- II. **Course Objectives:** The objective of this course is to learn .....  
Upon completion of this course, students will be able to ....
- III. **Course Content:** This course will cover ... (i.e., list chapters covered from textbook or topics. You can also attach/add a link to a lecture schedule including homework assignments/exams and dates)
- IV. **Course Structure:**  
The web address for the class is web address for course or link to Canvas.
- V. **Textbooks:**  
List required and optional course material
- VI. **Course Requirements** (examples shown below)
  - A. **Written/Homework Assignments with outline of how this is managed.**  
You can also include information about assignment submission and late penalty policy
  - B. **Exams:** Include information about regular and final exams. Include any exam/makeup exam policies here. (See examples below)

A basic scientific calculator, for example a TI-30, will be allowed. No programmable/graphing calculators will be allowed.

There are no makeup exams for this course. The lowest exam score will be replaced by the final exam score if the final exam score is higher.

**C. Teamwork Component: (This is required for some core courses)** Include how this will be handled in your class if it is a required **component for your course**

**VII. Evaluation and Grading:** Outline the percentages for all grade components of the course – see example below

5% Teamwork Component  
10% Homework  
20% Regular Exam I  
20% Regular Exam II  
20% Regular Exam III  
25% Final Exam (**Day, time and location**)

**Policy on grades of I (Incomplete):** The grade of "I" (Incomplete) is a conditional and temporary grade given when a student, for reasons beyond his or her control, has not completed a relatively small portion of all requirements. Sufficiently serious, documented situations include illness, death in the family, etc.

**VIII. Consultation**

My office is located in room ## in Building name. My mailbox is located in the room # in Building name. My office hours will be from **time/days**.

**IX. Bibliography:** **Include if needed**

**X. Tutoring**

Students can take advantage of tutoring through the following:

➤ [LAUNCH](#)

At LAUNCH, students can:

- Drop in for individual **Peer Tutoring** on over 100 different courses—no appointment necessary! LAUNCH is located in Cougar Village 1, room N109.
- Attend a [Success Workshop](#)
- Set up an individual appointment with an [Academic Coaching](#): 713-743-5411
- [Scholar Enrichment Program](#) (SEP) provides in person and online/remote tutoring services
- [KNACK Tutoring](#) is online peer tutoring for various courses.
- **Also include any tutoring offered in your Department**

### **Reasonable Academic Adjustments/Auxiliary Aids**

The University of Houston is committed to providing an academic environment and educational programs that are accessible for its students. Any student with a disability who is experiencing barriers to learning, assessment or participation is encouraged to contact the Justin Dart, Jr. **Student Accessibility Center (Dart Center)** to learn more about academic accommodations and support that may be available to them. Students seeking academic accommodations will need to register with the Dart Center as soon as possible to ensure timely implementation of approved accommodations. Please contact the Dart Center by visiting the website: <https://uh.edu/accessibility/> calling (713) 743-5400, or emailing [jdcenter@Central.UH.EDU](mailto:jdcenter@Central.UH.EDU).

### **NSM Code of Honor (<https://uh.edu/nsm/students/undergraduate/code-of-honor/>)**

The College of Natural Sciences and Mathematics (NSM) expects its students and faculty to work together to promote a culture and environment for honorable completion of academic work. As members of NSM, we must all demonstrate personal and academic integrity, honesty and mutual respect for one another. This requires that we all uphold the [University of Houston Academic Honesty Policy](#) and [Codes of Conduct](#), which apply in all academic settings, including the online environment.

As members of this science and math community, we aim to strengthen and improve the quality of life for our local communities and society as a whole, so it is important that we all demonstrate the highest ethical standards, which are critical to the integrity of the institution.

### **Academic Honesty**

It is each student's responsibility to read and understand the [Academic Honesty Policy](#). There will be no tolerance towards academic dishonesty, and cheating can lead to report of a violation of the Academic Honesty policy to the UH Office of Undergraduate Academic Affairs. High ethical standards are critical to the integrity of any institution, and bear directly on the ultimate value of conferred degrees. All UH community members are expected to contribute to an atmosphere of the highest possible ethical standards. Maintaining such an atmosphere requires that any instances of academic dishonesty be recognized and addressed. The [UH Academic Honesty Policy Process](#) is designed to handle those instances with fairness to all parties involved: the students, the instructors, and the University itself. All students and faculty of the University of Houston are responsible for being familiar with this policy.

### **UH Honor Code**

Students may be asked to sign an honor code statement as part of their submission of any graded work including but not limited to projects, quizzes, and exams: *"I understand and agree to abide by the provisions in the (select: [University of Houston Undergraduate Academic Honesty Policy](#), [University of Houston Graduate Academic Honesty Policy](#)). I understand that academic honesty is taken very seriously and, in the cases of violations, penalties may include suspension or expulsion from the University of Houston."*

***NOTE: The materials provided by the instructor in this course are for the use of the students enrolled in the course only. Copyrighted course materials may not be further disseminated without instructor permission. This includes sharing content to commercial course material suppliers such as Course Hero or Chegg. Students are also prohibited from sharing materials derived from the instructor's content (e.g., a student's lecture notes).***

### **Excused Absence Policy**

Regular class attendance, participation, and engagement in coursework are important contributors to student success. Absences may be excused as provided in the University of Houston [Undergraduate Excused Absence Policy](#) and [Graduate Excused Absence Policy](#) for reasons including: medical illness of student or close relative, death of a close family member, legal or government proceeding that a student is obligated to attend, recognized professional and educational activities where the student is presenting, and University-sponsored activity or athletic competition. Under these policies, students with excused absences will be provided with an opportunity to make up any quiz, exam or other work that contributes to the course grade or a satisfactory alternative. Please read the full policy for details regarding reasons for excused absences, the approval process, and extended absences. Additional policies address absences related to [military service](#), [religious holy days](#), [pregnancy and related conditions](#), and [disability](#).

### **Mental Health and Wellness Resources**

The University of Houston has a number of resources to support students' mental health and overall wellness, including [CoogsCARE](#) and the [UH Go App](#). UH [Counseling and Psychological Services \(CAPS\)](#) offers 24/7 mental health support for all students, addressing various concerns like stress, college adjustment and sadness. CAPS provides individual and couples counseling, group therapy, workshops and connections to other support services on and off-campus. For assistance visit [uh.edu/caps](http://uh.edu/caps), call 713-743-5454, or visit a [Let's Talk](#) location in-person or virtually. [Let's Talk](#) are daily, informal confidential consultations with CAPS therapists where no appointment or paperwork is needed.

### **Need Support Now?**

**If you or someone you know is struggling or in crisis, help is available. Call CAPS crisis support 24/7 at 713-743-5454, or the National Suicide and Crisis Lifeline: call or text [988](#), or chat [988lifeline.org](http://988lifeline.org).**

### **Title IX/Sexual Misconduct**

Per the UHS Sexual Misconduct Policy, your instructor is a "responsible employee" for reporting purposes under Title IX regulations and state law and must report incidents of sexual misconduct (sexual harassment, non-consensual sexual contact, sexual assault, sexual exploitation, sexual intimidation, intimate partner violence, or stalking) about which they become aware to the Title IX office. Please know there are places on campus where you can make a report in confidence. You can find more information about resources on the Title IX website at <https://uh.edu/equal-opportunity/title-ix-sexual-misconduct/resources/>.

The [Student Health Center](#) offers a Psychiatry Clinic for enrolled UH students. Call 713-743-5149 during clinic hours, Monday through Friday 8 a.m. - 4:30 p.m. to schedule an appointment.

The [A.D. Bruce Religion Center](#) offers spiritual support and a variety of programs centered on well-being.

The [Center for Student Advocacy and Community \(CSAC\)](#) is where you can go if you need help but don't know where to start. CSAC is a "home away from home" and serves as a [resource hub](#) to help you get the resources needed to support academic and personal success. Through our [Cougar Cupboard](#), all students can get up to 30 lbs of FREE groceries a week. Additionally, we provide 1:1 appointments to get you connected to on- and off-campus resources related to essential needs, safety and advocacy, and more. The [Cougar Closet](#) is a registered student organization advised by our office and offers free clothes to students so that all Coogs can feel good in their fit. We also host a series of cultural and community-based events that fosters social connection and helps the cougar community come closer together. Visit the CSAC homepage or follow us on Instagram: @uh\_CSAC and @uhcupbrd. YOU belong here.

### **Women and Gender Resource Center**

The mission of the [WGRC](#) is to advance the University of Houston and promote the success of all students, faculty, and staff through educating, empowering, and supporting the UH community. The WGRC suite is open to you. Stop by the office for a study space, to take a break, grab a snack, or check out one of the WGRC programs or resources. Stop by Student Center South room B12 (Basement floor near Starbucks and down the hall from Creation Station) from 9 am to 5 pm Monday through Friday.

**Standard Disclaimer:** This syllabus is subject to change at any time at the discretion of the instructor. Notice of such changes will be announced as quickly as possible through *(specify how students will be notified of changes)*.